

VERIFICATION INSPECTION CHECKLIST



TRADE: Excavation Detailed

Date: _____

PROJECT NAME: _____

Lot No.: _____

Item	✓ / X	Description
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Preparation: (Proline Site Manager to tick off items when checked)

- 1 Dial before you dig submitted
- 2 Dial before you dig plans reviewed and on site
- 3 Services search / identification of services
- 4 Work Method Statement reviewed / Training of Excavator Operator Verified
- 5 Operator of Excavator / Machine competency verified

Section Complete	Name: _____	Proline sign: _____	Date: _____
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During: (Subcontractor & Proline Site Manager to tick off items when checked)

- 6 Check clearance of buildings / boundaries
- 7 Erosion & silt control ; erosion and sedimentation control plan implemented
- 8 Check - dust control, identify method and frequency
- 9 Identify contaminated fill (if any, refer to Project Manager)
- 10 Identify shoring method if required
- 11 Dewatering if necessary
- 12 Reinstate over-excavation
- 13 Remove surplus material
- 14 Density test if required
- 15 Compaction ratio
- 16 Review of records

Work completed by (Subcontractor Name / Sign): _____	Date: _____
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Work Inspected by (Proline Name/ Sign): _____	Date: _____
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Work Inspected (if required) by (Client Name/ Sign): _____	Re-inspection Required Yes <input type="checkbox"/> No <input type="checkbox"/>
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Issues to be rectified before re-inspection: _____	Proposed Date: _____
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For Proline use only: _____ If appropriate, circle reason for quality deviation: or Other: _____

Work sequence	Materials	Lack of care	Workmanship/ Skills	Poor design detailing	Inadequate supervision	Poor Produ	Other
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Feedback: Items that became apparent during inspection that should be considered in future process: _____